

Ashby City Council Meeting March 10, 2011

Mayor Grover called the meeting to order at 6:00 p.m. with council members Jim Rylander, Jim Karl, George Jordan and Ron Jaenisch present. Also present was Val Martin-Clerk/Treasurer, Richard Walton, City Attorney; Thor Tollefson, Police Chief and Public Works, and Dennis and Judy Helle. Visitor was Jeff Kuhn, WSN.

The pledge of Allegiance was recited.

Jordan moved to approve the agenda with additions. Jaenisch seconded. MCU

Karl had some general questions on a couple of items. Council and staff answered his concerns.

Visitors

Jeff Kuhn was in attendance to discuss the possible sewer project. He presented information that will be used at the public hearing next Monday.

The council discussed engineering services for the project. Karl was approached by Design Tree for a chance to do the project. Design Tree was given the opportunity during the Request for Proposal process and declined submitted a proposal for the Preliminary Engineering Report due to time constraints. It was discussed that WSN has done a good job to this point with no issues. There would not be a good reason to look elsewhere as Rural Development sets standards for engineering services and the City is happy with the services WSN provides. ***Jaenisch moved to hire WSN as engineers for the wastewater project. Karl seconded. MCU***

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid: \$50,253.36 and Claims for Approval: \$44021.10 for a total of \$94,274.46. Jordan went through the bills ahead of time and gave prior approval.

Rylander seconded. MCU

Mayor's Report

The mayor reported on the following:

- Attended Regional Mayor's Meeting
- Attended Rural Development meeting at City Hall regarding wastewater project.

Council Reports

None

Administration

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer for the previous month such as:

- Water/wastewater funding training in Alexandria.
- Fire contracts with townships prepared – contract signing with townships.
- Calculate costs for snow removal and mowing.
- Research possible lot switch for landowner at Country View Estates.
- Lake Region Arts Council presentation for Legacy Arts grant.
- PERA annual exclusion report.
- 1099/W-2's to state.
- Fire and police aid certification to state.
- Dept. of labor and industries contractor information.
- Fire contracts with townships to state.
- CCR registration for Rural Development application.
- Spreadsheet with sewer rate information – possible new rates with project.
- Budget meeting.
- Housing rehab report and last disbursement.
- Central Lakes Trail financials and meeting.

Waiting on customers, all financials including deposits, checks, reports; posting and publishing notices; payroll; minutes; policies, compiling and delivering agenda packets to council members and more.

The council thanked Judy Helle for doing a great job while Martin was out of the office on vacation.

Public Safety

Police Report:

The Police Report was as follows:

- Burglary – unfounded - 1
- Door open – lights on - 1
- PD Hit and run – MV accident - 1
- Litter – Unlawful deposit of garbage - 1
- PD MV accident -1
- Property check requests – 4
- Property checks – 5
- Public/Motorist Assist – 3
- Sick cared for – 1
- Speed – 4

- Theft - \$500 or less/Self serve gas – gas only – 1

Public Works

Public Works Report

- Usual activities included daily rounds and snow removal.
- The lift station needs cleaning – we are waiting for Johnson Jet Line.
- Tollefson has requested cost estimates for water tower cleaning. It will need to be done this summer.
- Tollefson attended MN Rural Water conference in St. Cloud.

The council discussed the possible need for no parking signs on a portion of Melby Ave. for snow removal. It will be discussed again this fall.

Old Business

The council tabled the discussion on a City goal-planning session with West Central Initiative. They will discuss it again in December.

The council received more information regarding the request for licensed contractor information on Land Use Permits. Martin contacted the League of MN Cities. The City does not have authority over this type of licensing – it is done by the state and because we have not adopted the state building code and do not have a building inspector, they suggested not requesting this information.

Board of Appeals is set for April 14th at 5:30 p.m. prior to council meeting.

The council requested the promotional committee for Country View Estates meet and come up with some suggestions for the residential development.

Jordan moved to include Economic Development in the 2012 budget with the amount to be determined by the budget committee this fall. Jaenisch seconded. MCU

League of MN Cities Loss Control Workshop is March 30th in Alexandria for those council members that wish to attend.

Karl requested more information on the decision regarding lawn mowing and snow removal. He presented a proposal from a local business. This information was reviewed and the council consensus was that the City will continue to do their own lawn mowing and snow removal. It is more cost effective and the control will stay within the City.

Martin reported that the City has been awarded the Legacy Arts Grant. We will be the first City in the state to receive the designation of Legacy Arts City. The 3 projects will happen this spring and summer. A press release will soon be done to invite the community to participate in the projects. We have also received an Ashby Education Foundation grant. The Legacy Arts grant maximum amount is \$10,000 and the AEF will fund the balance of \$1270 needed for the projects.

New Business

Jaenisch moved to approve **Resolution 2011-01 Fund Transfer for Unused Flex Spending**. Karl seconded. Roll call vote – Those voting for: Karl, Jaenisch, Jordan, Rylander and Grover. Those voting against – none. MCU

Jaenisch moved to renew the realty agreement with Grover and Associates for the lots at Country View Estates. Jordan seconded. MCU

Jordan moved to approve Martin's appointment of Judy Helle as Deputy Clerk/Treasurer. Karl seconded. MCU Her job duties or hours will not change. She will be able to sign paperwork and do the job of Clerk/Treasurer in Martin's absence.

A letter will be sent to a severely delinquent account stating that the account will need to be brought current by April 15th or it will be disconnected. They can make a request for a public hearing in front of the City Council at the April meeting.

Jaenisch moved to adjourn. Karl seconded. MCU Adjourn 8:20 p.m.

Valerie Martin, Clerk/Treasurer